

APPENDIX I:
PROJECT SCOPE OF WORK

JOHN MILNER ASSOCIATES, INC.

ARCHITECTS • ARCHEOLOGISTS • PLANNERS

Restoration & Rehabilitation • Preservation Planning • Prehistoric & Historic Archeology • Historical Research • Materials Conservation

October 17, 2001

Mr. Randal Wiedemann
R.A. Wiedemann & Associates, Inc.
P.O. Box 621
Georgetown, KY 40324

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JMA

Principals:

Allan H. Steenhusen
Daniel G. Roberts, RPA
F. Neale Quenzel, AIA
Peter S. Richardson, AIA, RIBA
Thomas L. Struthers
Charles D. Cheek
Peter C. Benton, AIA
Patricia P. Redifer
John K. Mott, FAIA

**Re: Professional Services Proposal
Phase IA Historic Architectural Survey
Delaware Air Park, Cheswold, Kent County, Delaware**

Dear Mr. Wiedemann:

John Milner Associates, Inc. (JMA) is pleased to present this professional services proposal to conduct a Phase IA historic architectural survey at Delaware Air Park near Cheswold, Kent County, Delaware. The intent of these services is to assist in compliance with Section 106 of the National Historic Preservation Act of 1966, as amended. The purpose of the survey is to determine the presence of previously identified historic architectural resources that may be affected by proposed improvements at the airport. The survey will also determine the need for additional investigations to identify and evaluate historic architectural resources. The project area is defined to include the runway protection zones for proposed alternatives 3 and 4, as defined in the Delaware Air Park master plan (draft interim report, August 2001), as well as an area extending one mile in all directions from these runway protection zones.

This professional services proposal provides a scope of services, defines a project schedule, identifies key project personnel, and describes the compensation and terms.

Scope of Services

The Phase IA historic architectural survey is anticipated to include the following tasks:

- JMA will conduct background research in the collections of the State Historic Preservation Office (SHPO) and state and local repositories to determine the presence, potential presence, or absence of historic architectural resources within the project area.
- JMA will conduct field reconnaissance and photography (building exteriors only), as appropriate, to support and verify the results of background research and visually document the project area.
- JMA will prepare a narrative report with appended maps and photographs. The report will summarize the history of the project area, based on materials previously collected for the Phase IA archeological background study (Siegel et al. 2001). The report will also summarize the results of the field reconnaissance and provide recommendations for further investigations, as appropriate. JMA will not prepare any new or revised historic contexts or state survey forms as part of this investigation. The report will be prepared in one draft and one final version. JMA will provide three (3) copies of the

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1216 Arch Street, 5th Floor, Philadelphia, Pennsylvania 19107-2835 • 215-561-7637 / fax 215-977-7360

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One Croton Point Avenue, Suite B, Croton-on-Hudson, New York 10520-3028 • 914-271-0897 / fax 914-271-0898

draft report and ten (10) copies of the final report. Five (5) copies of the final report will include original photographic prints.

Should R.A. Wiedemann & Associates, Inc. request that JMA participate in any meetings relating to this project, such participation shall be considered as additional services, subject to additional compensation in accordance with JMA's standard rates.

Project Schedule

JMA will submit a draft report within six (6) weeks following JMA's receipt of a fully executed Professional Services Agreement. The schedule for submission of the final report will be determined by mutual agreement following JMA's receipt of review comments on the draft report.

Key Project Personnel

JMA proposes to assign two (2) key personnel to this project. Richard Meyer will serve as Project Manager. He holds the M.A. degree in architectural history from Cornell University and has more than twenty years of experience directing historic architectural investigations. He has authored or co-authored more than 200 cultural resources reports. He is particularly versed in the area of Section 106 compliance.

Mr. Meyer will be assisted by Douglas C. McVarish, JMA's Principal Architectural Historian. He holds the M.S. degree in historic preservation from the University of Vermont and the M.P. degree in Urban Planning from the University of Virginia. He has more than ten years of experience conducting historic architectural investigations and has authored or co-authored more than 80 cultural resources reports. He previously conducted investigations at Philadelphia International Airport, Harrisburg International Airport, and Capital City Airport (Harrisburg). Mr. McVarish will conduct the research, field examination, and report writing tasks for this project. Graphics and report production will be provided by JMA's support staff.

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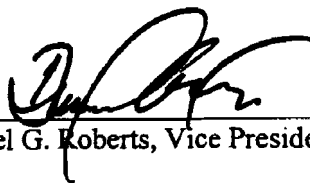
Sincerely,

JOHN MILNER ASSOCIATES, INC.



Richard Meyer
Senior Project Manager

cc: Douglas C. McVarish, JMA



Daniel G. Roberts, Vice President

Accepted: R.A. Wiedemann & Associates, Inc.

By: 

Printed: RANDAL WIEDEMANN

Title: PRESIDENT

Date: 11/1/01